

## ABSTRACT OF THE DISCLOSURE

The present invention is related to an image processing apparatus and method for efficiently managing a document. First data created by  
5 predetermined application software and second data converted into image data of a predetermined format (ex. PDF format) based on the first data are received. The first and second data are registered in a database in correspondence with a specific index. Then, either  
10 the first data or the second data is selected based on an output method designation and received information representing the index, and the selected data in accordance with the output method is output.